

## Plan for Special Populations Workgroups

*Focus: Substance abuse prevention services to your population in Oklahoma.*

- I. **Facilitator** will lead discussion during meetings to ensure quality, ongoing content.
- II. **Group leader** to recruit and retain members, locate venue, participate in group.
- III. 4-7 active **workgroup members** to participate in discussion.
- IV. **Note taker** will document all discussion during the workgroup meetings.
- V. **Purpose** – to review, assess and suggest enhancements to the statewide substance abuse prevention service system.
- VI. 3-4 **meetings** (food provided).
- VII. **Agenda** provided for each meeting to keep meetings focused.
- VIII. **Mileage** paid to and from meetings by ODMHSAS (if necessary).
- IX. **Outcome**
  - a. Written document detailing current substance abuse prevention services, gaps in data and services, suggestions for enhancements to the statewide substance abuse enhancement system, for the special population of focus.
- X. **Deadline** by June 30, 2012.